Illinois Gaming Board's (IGB) Electronic Wagering and Admission Reporting (EWAR) Licensee Data Submission Form (LDSF)

Procedures Manual

Welcome to the Illinois Gaming Board's web-based format for capturing daily tax submissions for IGB reporting requirements.

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Exhibit 1)



Points on Exhibit 1:

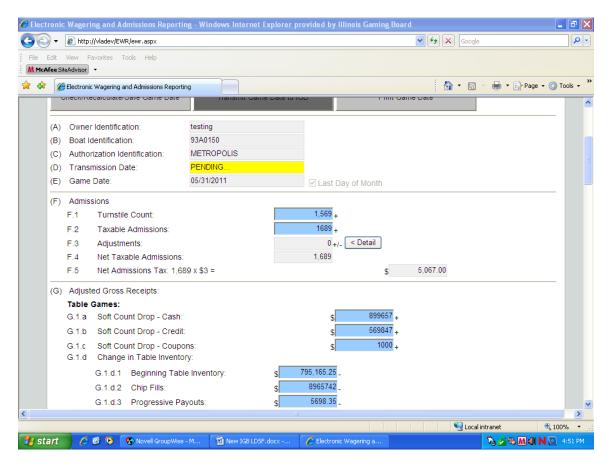
- Entry should be done via the "Tab" button on your keyboard rather than the "Enter" button.
- Hitting the "Enter" button results in performing a "Check/ Recalculate/Save" of game
 date information. The "Tab" function allows for movement from one cell to another
 after entering data.
- Blue cells on the LDSF are for input whereas the gray cells are locked as predetermined formulas or to bar someone from entering tax items.
- Edits to the daily LDSF can be entered until processed by the IGB. For example:

"Game Date was processed on MM/DD/YYYY Time".

- The EWR system will not accept any LDSF that has a negative AGR balance. An error message will appear on the attempt to transmit.
- Any edits to previously transmitted LDSF game dates requires the review and retransmission of all subsequent game day LDSFs.

ADMISSIONS SECTION:

Exhibit 2)

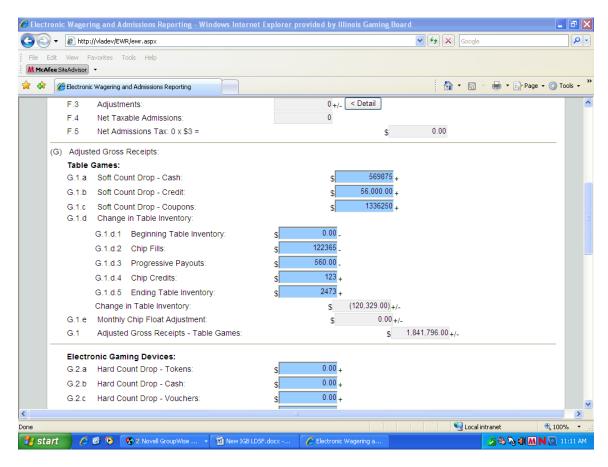


Points on Exhibit 2:

• Click on the "Detail" button to input current calendar year adjustments.

TABLE GAMES SECTION:

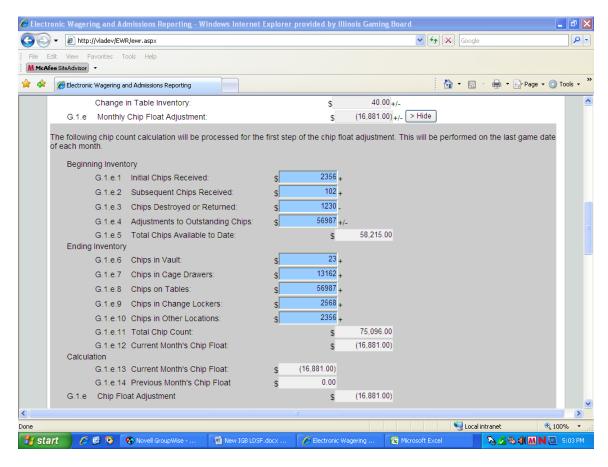
Exhibit 3)



Points on Exhibit 3:

- Line G.1.c allows for the entry of coupons.
- The beginning inventory is auto filled from the previous day. This number can be edited but a message will appear to confirm the beginning number should be changed.
- If no gaming activity occurs on a game date, the beginning inventory figure should be entered on line G.1.d.5 resulting in a '0' change in the Table Inventory balance.

Exhibit 4)

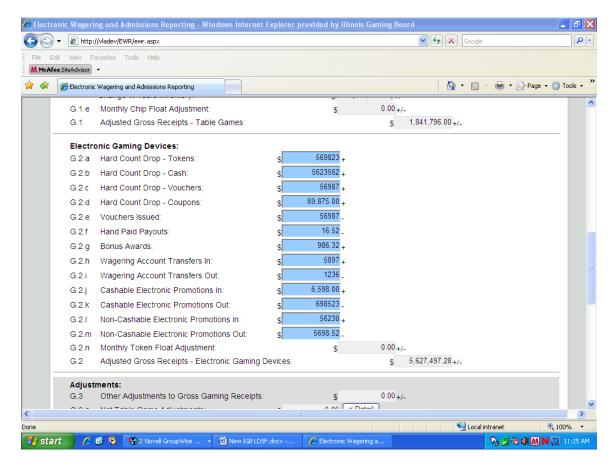


Points on Exhibit 4:

 The Chip Float calculation entry screen will automatically open on the last game day of the month for recording inventory changes for the month.

ELECTRONIC GAMING DEVICES (EGD) SECTION:

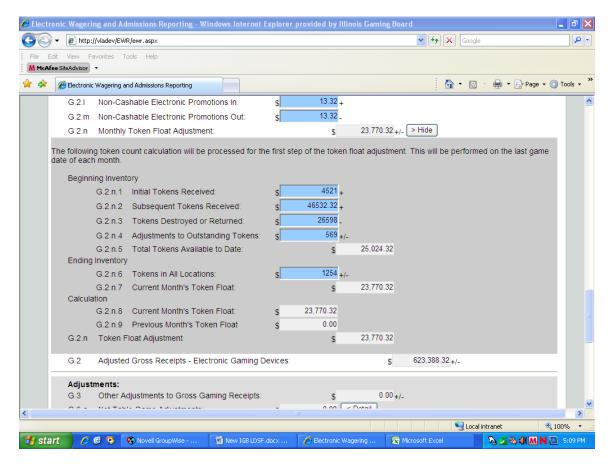
Exhibit 5)



Points on Exhibit 5:

- Vouchers and coupons must be entered separately in the LDSF.
- The "Manual Jackpots" entry line is now referred to as "Hand Paid Payouts".

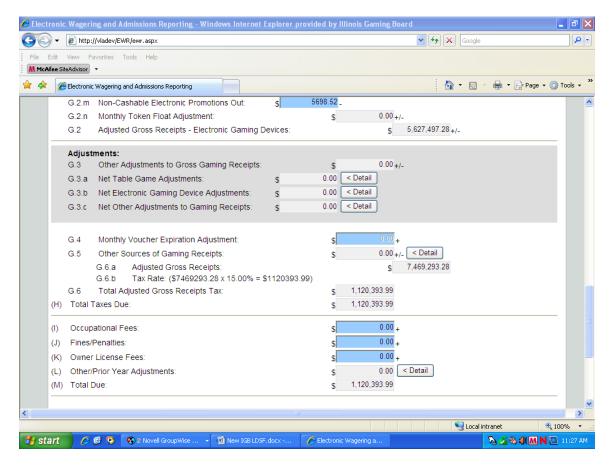
Exhibit 6)



Points on Exhibit 6:

The Token Float calculation entry screen will automatically open on the last game day
of the month for recording inventory changes for the month.

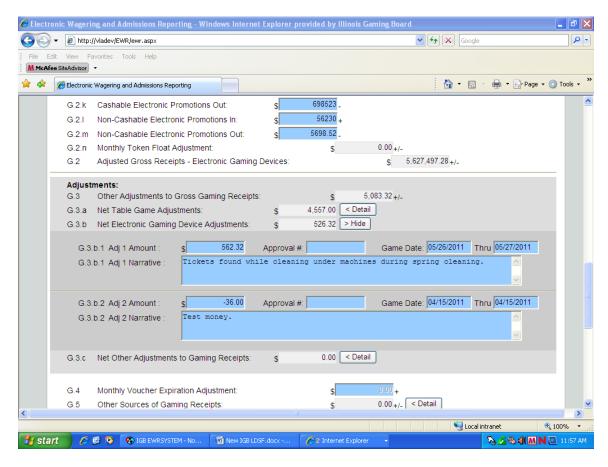
Exhibit 7)



Points on Exhibit 7:

• The monthly voucher expiration adjustment field on line G.4 will be gray (locked) for all days of the month except on the last day of the month. On the last day of the month, the LDSF allows for entry of the month's expired EGD vouchers.

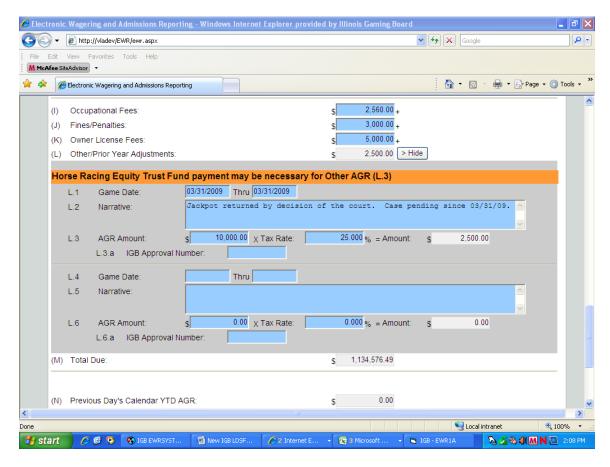
Exhibit 8)



Points on Exhibit 8:

Detailed narratives are required for all adjustments.

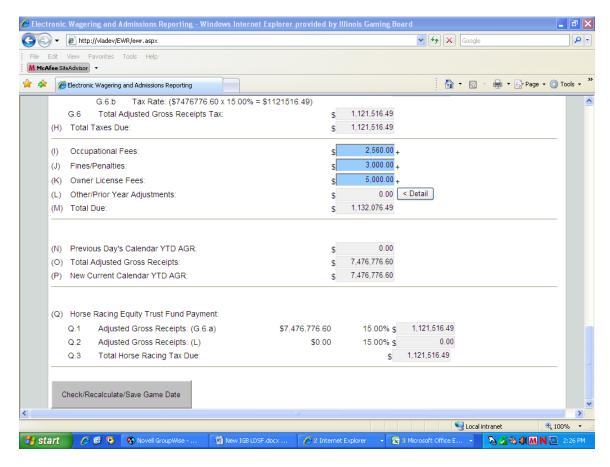
Exhibit 9)



Points on Exhibit 9:

All prior year adjustments are entered on Line L. Any adjustments of \$25,000 +/- or
greater regardless of the accounting period requires an adjustment number provided by
the IGB. The number must be entered in the format provided by the IGB with all alpha
characters entered in capital letters.

Exhibit 10)



Points on Exhibit 10:

Horse Racing Equity Trust Fund (HRETF) payments will auto fill where applicable.
 Prior year adjustment amounts from Line L will be pulled to Line Q.2 to be applied against the set rate for the payment to HRETF.

COMMON ERROR MESSAGES:

See screen print exhibits below of some common errors that one could encounter in producing daily tax submissions.

